

CITY OF GULFPORT

2020 WELLNESS PROGRAM REQUIREMENTS

What is the purpose of the wellness program?

The purpose of the wellness program is to improve the health of our employees and educate employees about their health, lifestyle, and longevity.

Who is Eligible?

Any employee who is covered under the City's health insurance plan. Employees who are not covered under our health insurance plan are also encouraged to participate, but program requirements are not applicable.

How do I participate in the wellness program?

Begin by scheduling an appointment with Medical Analysis Clinic or your primary care provider. Employees are required to have completed their wellness examinations or a health risk assessment **no later than March 13, 2020. If you are seen by a primary care provider, please utilize the employee wellness verification form, which can be found in your HClactive member portal or located on the City's website under the HR Workplace Wellness section. If you make an appointment with Medical Analysis, they will already have the necessary form available.** Wellness examinations should include a complete metabolic panel, a fasting lipid panel, urinalysis testing for nicotine and/or age related test (s).

Can I take my lab orders to Medical Analysis Clinic?

Yes, you can ask your medical provider to give you your lab orders and have it done at Medical Analysis Clinic.

I recently had my annual physical. Will this count toward my wellness assessment?

Yes, as long as your wellness examination meets all of the wellness program requirements, and was administered no later than 90 days of the program start date.

If I visit my personal physician do I submit my test results to Human Resources?

No. Your results must be forwarded to the **Wellness Program Reviewer (Nurse Practitioner)** and will be kept **confidential** in your file at Medical Analysis Clinic, as they will be the gate keeper for the wellness program documents.

What does a voluntary health-contingent based wellness program mean?

It means that you can choose whether or not you want to participate. If you do, you must meet a specific standard related to a health factor to obtain a reward. The standard or goal must be developed by collaborating with your medical provider, i.e., total cholesterol identified at 220. Goal: To reduce cholesterol level by 20 points. Activity towards meeting goal: Walking three (3) days per week and eating healthier (no fried foods, more green vegetables and fruits) in order to reduce my cholesterol by 20 points.

For employees with a medical condition that makes it unreasonably difficult to achieve the health standard, or medically inadvisable to do so, we would defer the views of the employee's health care provider for setting and achieving a reasonable alternative standard or providing a waiver.

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What will be the requirements for this health-contingent based program?

The requirements will be based upon your identified health risks and your health goals and referrals made by your primary care provider or Nurse Practitioner at Medical Analysis.

You must meet and sustain over time, at least 50% of the health goals that you and your primary care provider or Nurse Practitioner at Medical Analysis have agreed upon, in addition to accumulating at least 150 credits (points) online on your Benefits and Wellness portal; **HCIactive** on their website at <https://hci.healthspace.net>. You also have mobile access for iPhone and Android. Search “Healthspace” on the Apple App Store and Google Play.



You will be required to have your screening results discussion with Medical Analysis or primary care provider, go online and complete **the online health risk assessment (mandatory)**, and **achieve at least 50% of any goals assigned (if required)**.

The <https://hci.healthspace.net> website is secure and confidential (HIPPA compliant), designed for the City of Gulfport.

Do I have to attend classes, what is this all about?

Once you’ve completed your wellness examination you should contact your primary care provider or the nurse practitioner at Medical Analysis for a follow-up appointment to discuss your test results. Based upon your test results your primary care provider or the nurse practitioner will recommend the appropriate service/ class (es) which will assist you in improving your test results. Example, if you have an elevated blood pressure, your doctor or the nurse practitioner might recommend you start a diet and an exercise program. Also, most health related topics can be found on <https://hci.healthspace.net> which will allow you to access topics at your convenience, at work, or at home.

HCIactive will also have Health Coaches to assist you in reaching your wellness goals, and with any health challenges you might have.

What if I don’t have access to a computer?

If you don’t have access to a computer, either your department or Human Resources, will assist you in securing the usage of a computer.

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Is there a certain document that I must utilize to verify that I have completed all the program requirements?

Yes. For outside primary care providers, the employee initial wellness verification form, and if required, all recommended follow up goal results should be forwarded to the Wellness Program Reviewer at Medical Analysis Clinic, located at 3310 17th Street, Gulfport, MS 39501.

What if my test results are good, I'm not overweight and I really don't have any health issues, how will the wellness program benefit me?

Congratulations, you are one of a few. Your goal (s) will probably be to continue what you are currently doing.

How long will the Wellness Program continue?

The Wellness Program is a critical part of our overall benefit package in years to come, though some of the initiatives might change from year to year.

If I have to attend a class do I have to clock out or take leave to attend classes?

Because the program is voluntary you will sometimes be required to take them on your time. However, there may be times, you may be able to participate during working hours and not have time counted against your leave.

I see there is a Smoking Cessation Class being offered. Do I have to quit smoking to receive the lowered benefit deductions?

If that is your only health risk then yes, you will have to quit smoking to receive the lowered premium reduction. If you have more than one goal, you must meet at least 50% of your goals in order to receive at least 50% of the premium reduction.

Do I have to reach and maintain my goal or goals in order to receive the premium reduction?

You will have to reach and continue to maintain at least **50%** of your identified goal (s). Example: Identified health risk: Overweight by 20 pounds. In order to receive at least 50% of the premium reduction, you would have to lose at least 10 pounds.

If the Medical Provider determines that an additional follow up visit is needed after your premium reduction has been applied, an additional visit will be scheduled.

Additionally, starting this year, if you do not meet your goals by June 15, 2020, you will have another opportunity to meet your goal. You will be given until October 15, 2020. If your goals are met, you will receive the premium reduction.

NOTE: In order to keep your premium reduction, you will have to sustain results achieved throughout the entire year. Failure to sustain results may result in premium reduction being rescinded.